**Course**: Speech 111: Public Speaking

**Teacher**: Ameena Amdahl-Mason

**Textbook:** Mastering Public Speaking (5th Edition), Boston: Allyn and Bacon

**Course Description:** This course is designed to teach students the essential steps in preparing and delivering oral messages. All methods of instruction in this course are intended to foster, practice, and improve the student’s public speaking ability. Through reading, listening, written work, discussion, brainstorming, research, reflection, and performance, students will be taught how to prepare and deliver several speeches. The end goal of class activities is to equip students with public speaking skills they may use in all walks of life. All North Clackamas School District graduation standards required speeches will be covered in this class.

**Course Objectives:**

Students will be able to:

* Demonstrate an understanding of the components of public speaking.
* Prepare and perform speeches appropriate for public presentation.
* Demonstrate critical listening skills.
* Show familiarity with a variety of speaking genres.
* Research speech topics and organize research into a variety of speech genres.
* Understand their strengths and weaknesses in delivering speeches that will help them become better speakers.
* Demonstrate critical listening skills when listening to other speeches by looking for the evidence to support claims made by the speakers.
* Understand the difference between verbal and nonverbal communication and the impact of both within communication.

**Student Learning Outcomes:**

Upon successful completion of this course, the student should be able to do the following:

* Identify the elements of the process of communication orally and in writing.
* Focus, outline and organize oral messages for delivery.
* Prepare and perform variety of speeches including, but not limited to, introductory, informative, and persuasive.
* Research, differentiate, and select credible sources to support oral messages.
* Discuss and effectively prepare different types of supporting materials, including Power Point presentations and visual displays.
* Describe and use strategies to combat speaker anxiety

**Responsibilities and Policies**

**Student Responsibilities:** As a student of CMC, I expect you to adhere to the policies of the school, as outlined by the Student Handbook (located on the website). You are responsible for the assignments in this class and to communicate any questions, comments or concerns you have to me. Acceptable means of communication include an appointment, e-mail, voicemail or through online discussion forums/blogs. Use of correct grammar and punctuation is required in all written communications.

Plagiarism, cheating and collusion are prohibited at CMC. Students who fail to observe these standards are subject to disciplinary action. Please refer to the CMC Student Handbook for further definitions and consequences of these behaviors, available at: www.clackamasmiddlecollege.org

**Attendance:** Attending class daily will impact a student’s opportunity to learn in a positive manner and should result in mastery of skills, benchmarks and standards mentioned above.

**Class participation:** Class participation will result in a greater understanding of the subject matter and will help in skill development. This includes classroom or online discussions, group work, project or other participation requirements that impact student’s opportunity to learn.

**Use of Electronic Devices:** Cell phones, iPods and other relevant or irrelevant electronic devices are not to interfere with the learning environment unless these electronic devices are being used for a class assignment. The instructor reserves the right to take any devices that pose a problem. If a device is taken, then it will be returned in a timely fashion with a discussion about classroom expectations. If problem persists then disciplinary action may be taken.

**Other Policies:** Refer to the CMC Student Handbook

**Instructor Responsibilities:** As your instructor, I commit to communicating openly and frequently with you about this class. I will maintain a professional, safe learning environment adhering to the policies of CMC. You can expect a reply to communication, be it via e-mail, through online discussions, voicemail or in person, within 24-48 business hours.

**Syllabus Changes:** As your instructor, I retain the right to make changes based on the timeline of the class, feedback from learners and/or logistical issues and will inform you as soon as a change is made.

**Expectations Regarding Written Work**

All speeches must be typed. They should be in 12-point font, with 1-inch margins. Handwritten work will be accepted for daily assignments and outlines only. The following criteria apply to all speeches:

* Topic must be appropriate to the listening audience.
* Topic must be clearly developed with main ideas or points with sufficient supporting material.
* Paper must be original and conform to the genre of the written assignment (i.e. persuasive, informative, etc.).
* Paper must follow the guidelines set out in the assignment (i.e.: number of pages, date paper was due, type of topic, etc.).
* Paper must fulfill fundamental structure requirements of written assignments such as identifiable introduction, body and conclusion.
* Must use required number of source citations throughout paper.
* Paper must be without grammatical errors, punctuation errors and/or word usage errors – No slang or jargon unless specific to assignment.
* Paper must meet APA or MLA guidelines and standards and (when applicable) have a bibliography that meets same requirements. (Handouts explaining these guidelines will be distributed and discussed in class)

Students will have the opportunity to turn in drafts of their speeches for peer and teacher editing. However, ultimately it is the student’s responsibility to create a final product with a minimum of spelling, grammar, and punctuation errors. Papers with more than four errors in any area will be returned, and must be resubmitted with corrections, in order to adhere to the Communication and Theater department’s policy regarding written literacy.

**Speeches**

The following speeches will be offered this term:

* Speech of introduction
* Expository (informative) speech
* Persuasive speech
* Tribute speech
* Extemporaneous (unrehearsed) speech

Students will be given a grading rubric for each speech they will present. Generally, speeches will be graded on ideas and content, organization, delivery, and language. In addition, speeches must adhere to the guidelines regarding written work (see above).

**Reading Assignments**

We will be reading at least one chapter from the textbook per week. You will be tested on each chapter that we read. This is a reading intensive course, and I will endeavor to support each of you as much as can. If you have any concerns, please speak with me privately.

**Grading rubric**

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| **Item** | **Percentage of the Grade** |
| Daily work/homework | 15% |
| Speeches | 40% |
| Tests | 35% |
| Final | 10% |
| TOTAL | 100% |